

**HANSLOPE VILLAGE HALL TRUST  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2015**

**CHARITY NUMBER 281981**

**Hanslope Village Hall  
Newport Road  
Hanslope  
Milton Keynes  
MK19 7NZ**

**HANSLOPE VILLAGE HALL TRUST  
CHARITY NUMBER 281981  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2015**

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

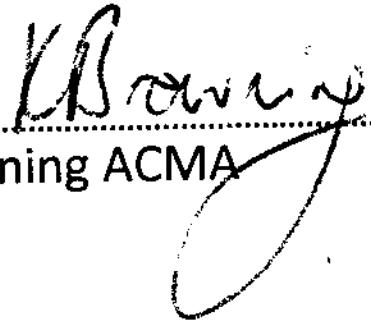
In connection with my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

- proper accounting records are kept in accordance with section 130 of the Act; and
- Financial Statements are prepared which agree with the accounting records and comply with the accounting requirements of the Act;

or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

  
K Browning ACMA

2/2/16  
Date

**HANSLOPE VILLAGE HALL TRUST  
CHARITY NUMBER 281981  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2015**

Governing Document

Hanslope Village Hall was built in the middle of the nineteenth century and is held on a forty year lease under a trust deed dated 12 July 1979 (and amended in 1983 and 1996) as a public charitable trust.

Objects of the Charity

Hanslope Village Hall is held by the trust for the use of the inhabitants of the Parish of Hanslope without distinction of sex or of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Summary of the Main Activities in relation to these Objects

Hanslope Village Hall is available for hire by village organisations and individuals at preferential rates over those offered to non-residents of the Parish and other organisations.

Trustees / Management Committee

<i>Name of Trustee / Committee Member</i>	<i>Office Held</i>	<i>Dates acting if not whole period</i>	<i>Name of person (or body) entitled to appoint trustee</i>
Mr Andrew Grout	Chair		Hanslope Entertainments Group
Dr John Sorrell	Secretary		Members
Mrs Elizabeth Graham	Treasurer	to July 2014	Members
Councillor Andrew Geary			Milton Keynes Council
Mrs Sheila Mobley			Hanslope Parish Council
Mrs Phyllis Brockhurst		to June 2014	Hanslope WI
Mrs Helen Boiko		to June 2014	Hanslope Pre-School
Mr Ian Ruse		from June 2014	Hanslope Pre-School
Mr Robin Pratt		to June 2014	Members
Mr Robert Hayward			Members
Kirsten Ash		to June 2014	Members
Mrs Jeanette Odds			Members
Mr Christopher Wallace		to June 2014	Members
Mr Andrew (Drew) Archer		from June 2014	Members
Mr Gavin Ruse		from June 2014	Members
Mr Mat Irvine		from June 2014	Members

Trustee / Management Committee Selection

The Management Committee is made up of the following:

- A representative of the Local Education Authority (if they choose to appoint one);
- Not less than 5 or more than 10 inhabitants of Hanslope Parish over eighteen years of age elected at the AGM;
- One nominated representative of each Hanslope Group Organisation who uses the Village Hall and chooses to appoint a representative at the AGM;

The Committee may co-opt not more than two additional members during the year.

A vacancy arising from the death, resignation or removal of the Local Authority representative shall be filled by the Local Authority. A vacancy arising from the death or resignation of any individual elected at the AGM may be filled by the committee appointing another person to it until the next AGM. A vacancy arising from the death or resignation of any Hanslope Group Organisation representative may be filled by the committee appointing another person nominated by the Group to it until the next AGM.

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Reserves Policy

The Reserves held by the charity at 31 March 2015 were £15,536

A reserve of £3,000 is held to cover fluctuations in income receipts and expenses payments and emergency expenses such as urgent repairs.

It was historically decided that a reserve should be held to satisfy the condition of the lease to return the hall to the Parochial Church Council in "good and substantial repair" at the end of the term. This reserve currently stands at £15,000, the majority of which is held in the Fundraising Fund. Structural work, both external and internal, will be required in the near future. Funds have been reserved for improvements to lighting in the Large Hall and to purchase additional tables. A reserve for legal fees for negotiation of lease and Trust of £4000.

Chairman's Report

This has been another successful year in terms of managing an important community facility. We have been able; thanks to some committed members of our community to maintain our income streams and record a small but essential surplus.

Hanslope Village Hall (HVH) is a vital part of the community. Apart from being situated in the heart of the village, the Hall is the centre for activities which serve a number of communities of interest from art and craft to circuit training. But more importantly it serves the whole age span of our residents from the pre-school to the older residents.

The Hall provides a multi-use space too. In a typical day the mornings provide a home for the Pre School, later in the day it could be used for a craft club and in the evening it provides meeting facilities for the Parish Council. Throughout the year it is a space which can be used for events.

Again this year we have been supported by events organised by Mat Irvine, a local resident and a member of the Management Committee and Paul Fitzmaurice who are model enthusiasts. The most successful of these being Small Space, which drew an audience from far beyond the village, possibly because of its highlight, Daleks in the High Street! I would like to take the opportunity of thanking them both for their support. These private bookings and events are the backbone of our fundraising, as we do not have the capacity within the management committee now to fund raise as we have in the past.

Martin Palmer and his team organised the Horticultural Show, which built on the success of last year's show. The entries were numerous and varied and the Hall was full of exhibits. John Sorrell (HVH Secretary) organised, amongst other things, the popular wine tasting event alongside Charles Bennett (Hanslope Wines) and Hanslope Entertainments Group, which again was an enormous success. Sadly this was the last wine-tasting event and I am sure it will be sorely missed by the local community who have supported it tremendously.

These fundraising activities have enabled us to continue to designate financial resources to improve the marketability of the Hall as a venue for private functions. We have designated funds for round tables, which are more attractive to wedding planners and other event organisers. We are intending to improve the lighting with themed lighting, which will be LED, this being very environmentally friendly and cost effective. We have also put funding aside for some redecoration. We are very aware of the local competition we have from The Club and other venues, so we want to ensure we keep up our high standards.

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The Parish Council have confirmed that they have secured funding to improve the surfacing of the side car park. This will also improve the Hall facilities.

I would like to thank the members of the Village Hall 100 Club. Their on-going support of £1 a month really is important. Unfortunately the numbers subscribing to the 100 club were on the decline, but the management committee have implemented a revised prize structure, which appears to be reversing this trend.

These events are vital to the sustainability of the Hall and they take a lot of organising. We need more volunteers to help us. So if you or anyone you know has time we would appreciate the help.

The Hall, as I have said, is an important community facility and our lease with the Diocese of Oxford and the Hanslope Sunday School Trust is due for renewal in 2019. We have already started negotiations with the interested parties.

At the heart we need people to give time on the management committee, which is not as onerous as it sounds. The commitment is for a couple of hours, quarterly. Obviously it is appreciated if committee members can take some of the weight from the officers by sharing the workload. We also need people to help in working parties to maintain the Hall and as previously stated help at events, serving refreshments, manning the door etc.

I would like to take the opportunity of thanking all my colleagues on the Management Committee. This year we had to accept two resignations from Treasurers which has meant that John Sorrell had to act up and take over the role, which involved some reconstruction of our accounts and I would like to thank him and Maggie Geaney for all their hard work.

Our constitution allows us to have a committee of up to 15 members. The Hall needs a team of committed people to ensure the Hall is sustained for the community it serves. I said it last year and I'll repeat it again, as it remains important. Whatever the future holds for the Village Hall one thing is certain, it will be a challenge and one that needs support from the local community to meet. We need all the help, without that help the village could lose its most important community asset.

Andy Grout

Chairman - Hanslope Village Hall Trust Management Committee - 29th June 2015

We declare that the Trustees have approved the Annual Report above and have authorised us to sign it

Andrew Grout

Chairperson

Date

19<sup>th</sup> November 2015

John Sorrell

Treasurer

Date

19<sup>th</sup> November 2015.

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 MARCH**

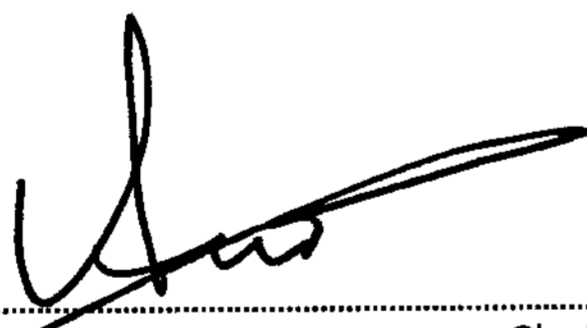
		<b>2015</b>	<b>2014</b>
	Note		
<b>INCOME</b>			
Hall Hiring Income		18,117	13,617
Donations		95	284
Parish Precept		4,000	4,000
Insurance Claim		0	355
Investment Income	2	<u>114</u>	<u>91</u>
		22,326	18,347
<b>EXPENDITURE</b>			
Hall Running Costs	3	17,035	18,839
Governance Costs	3	<u>2,355</u>	<u>60</u>
		(19,390)	(18,899)
		<u>2,936</u>	<u>(552)</u>
Investment Gains / (Losses)		319	(135)
		<u>3,255</u>	<u>(686)</u>
<b>NET OPERATING INCOME FOR THE YEAR</b>			
<b>FUNDRAISING ACTIVITY</b>			
Fundraising Income		5,845	6,237
Fundraising Expenses	3	<u>(2,215)</u>	<u>(2,469)</u>
		3,630	3,769
<b>CAPITAL MOVEMENTS</b>			
Capital Grants Received		0	25,200
Capital Grants Spent		0	(25,200)
Depreciation	6	<u>(5,746)</u>	<u>(7,183)</u>
		(5,746)	(7,183)
		<u>1,139</u>	<u>(4,100)</u>
<b>NET MOVEMENT IN FUNDS</b>			

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**BALANCE SHEET**  
**AT 31 MARCH**

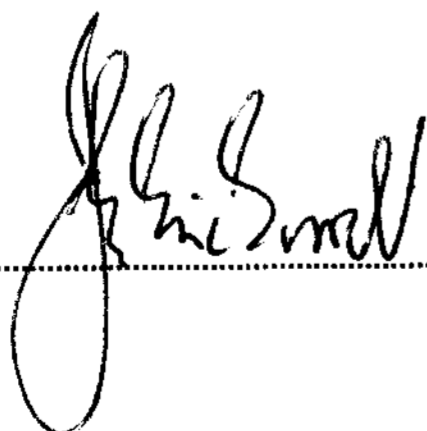
		2015		2014	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	6	22,985		28,731	
Investments	7	<u>0</u>		<u>1,278</u>	
			22,985		30,009
<b>CURRENT ASSETS</b>					
Cash at Bank and in Hand		36,629		29,110	
Debtors and Prepayments	8	<u>3,907</u>		<u>3,457</u>	
			40,536		32,567
			<u>63,521</u>		<u>62,576</u>
<b>CURRENT LIABILITIES</b>					
Creditors and Accruals	9		(1,472)		(1,666)
<b>NET ASSETS</b>			<u>62,049</u>		<u>60,910</u>

<b>ACCUMULATED FUNDS</b>		£	£
Balance Brought Forward		60,910	65,010
Net Movement in Funds <i>(includes £318 in prior year adjustments)</i>		1,139	(4,100)
Balance Carried Forward	10	<u>62,049</u>	<u>60,910</u>

We declare that the Trustees have approved these Financial Statements and have authorised us to sign them on their behalf.

  
 .....  
 Andrew Grout Chairperson

*19th November 2015*  
 .....  
 Date

  
 .....  
 John Sorrell Treasurer

*19<sup>th</sup> Nov 15*  
 .....  
 Date

**HANSLOPE VILLAGE HALL TRUST**

**CHARITY NUMBER 281981**

**NOTES**

**(Forming part of the Financial Statements)**

**1 Accounting Policies**

The principle accounting policies of the Trust are set out below:

Basis of Preparation

These Financial Statements have been prepared in accordance with accounting standards, Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), and the Charities Act 2011, under the accruals and going concern basis.

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value).

There has been no change to the accounting policies since last year, and no changes have been made to Financial Statements for previous years.

Incoming Resources

Incoming Resources are included in the Financial Statements when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources, and the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising income) the incoming resources and related expenditure are reported gross in the Financial Statements.

Grants and donations are only included in the Financial Statements when the charity has unconditional entitlement to them. Tax reclaims are included at the same time as the gift to which they relate.

The value of voluntary help received is not included but is described in the annual report.

Investment income is included in the accounts when receivable.

Investment Gains / (Losses) includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Grants and Donations

Building improvements funded directly by grants paid to contractors are included as income and expenditure within the Financial Statements.

Other grants and donations are included within the Financial Statements as income once they have been received and there are no conditions to be met relating to them which remain in the control of the charity.

Fixed Assets and Depreciation

Assets are capitalised if they can be used for more than one year, and cost at least £500.

Investments quoted on a recognised stock exchange are valued at market value at the year end.

Depreciation is provided to write off the cost less estimated residual value (and grants where appropriate) of tangible fixed assets by instalments over their estimated useful economic lives as follows:

Building Improvements	- 20% Reducing Balance Basis
Fixtures, Fittings, Plant & Machinery	- 20% Reducing Balance Basis



**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES**  
**(Forming part of the Financial Statements)**

**2 Investment Income**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Investment Interest	55	55
COIF Interest	59	36
	<u><b>114</b></u>	<u><b>91</b></u>

**3 Expenditure**

Fees for Examining the Financial Statements

No fees were paid for the independent examination of these Financial Statements.

Analyses of Expenditure

The resources expended have been analysed on the functional basis provided by Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005).

*Fundraising Expenses*

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Event and Administration Expenses	1,424	1,652
100 Club Prizes	791	817
	<u><b>2,215</b></u>	<u><b>2,469</b></u>

*Hall Running Costs*

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Rent and Rates	187	163
Heat, Light and Power	3,647	2,741
Travelling Expenses (manager)	20	6
Printing and Stationery	876	567
Equipment Hire purchase and Maintenance	40	727
Maintenance	5,021	5,376
General Expenses	1,087	1,092
Staff costs	4,687	6,697
Professional Fees	1,469	1,471
	<u><b>17,035</b></u>	<u><b>18,839</b></u>

*Governance Costs*

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Stationery, Stamps, Telephone etc	60	60
Legal Fees	2,295	0
	<u><b>2,355</b></u>	<u><b>60</b></u>

**4 Employees**

The Trust employed two paid part-time employee throughout the year. The costs were:  
(one was on Maternity leave and left 31/12/14)

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Gross Wages and Salaries	4,634	6,690
Employer's National Insurance Contributions	0	0
	<u><b>4,634</b></u>	<u><b>6,690</b></u>

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES**  
**(Forming part of the Financial Statements)**

**5 Trustees and Other Related Parties**

Trustee Expenses

No payment or reimbursement of out-of-pocket expenses have been made to any trustee or to a third party for any expenses incurred by a trustee during the year.

Related Party Transactions

No related party transactions have been undertaken by the charity during the year.

**6 Tangible Fixed Assets**

	Building Improvements £	Plant & Machinery £	Total £
<b>Cost</b>			
At 1 April 2014	126,278	24,131	150,409
Additions	0	0	0
At 31 March 2015	126,278	24,131	150,409
<b>Depreciation</b>			
At 1 April 2014	100,577	21,101	121,678
Charge for the year	5,140	606	5,746
At 31 March 2015	105,717	21,707	127,424
<b>Net Book Value</b>			
At 1 April 2014	25,701	3,030	28,731
At 31 March 2015	20,561	2,424	22,985

**7 Investment Assets**

3½ % War Loan (redeemed during the year)

2015	2014
£	£
0	1,278

**8 Debtors and Prepayments**

Amounts falling due within one year

Hiring Debtors  
 Gift Aid  
 Prepayments

2015	2014
£	£
2,368	2,092
0	0
1,540	1,365
3,907	3,457

**9 Creditors and Accruals**

Amounts falling due within one year

Creditors  
 100 Club Prize Fund  
 Accruals & Deferred Income (PAYE)

2015	2014
£	£
382	561
859	880
231	225
1,472	1,666

**HANSLOPE VILLAGE HALL TRUST**  
**CHARITY NUMBER 281981**  
**NOTES**  
**(Forming part of the Financial Statements)**

**10 Accumulated Funds**

Analysis

	<b>General Fund £</b>	<b>Fixed Asset Fund £</b>	<b>Fundraising Fund £</b>	<b>Total £</b>
Tangible Assets	0	22,985	0	22,985
Investments	0	0	0	0
Cash	15,466	0	10,005	25,470
Investment account	0	0	11,159	11,159
Debtors and Prepayments	3,907	0	0	3,907
Creditors and Accruals	(1,472)	0	0	(1,472)
	17,901	22,985	21,163	62,049

General Fund

The General Fund is the main fund of the Trust into which all of the income for the use of the Village Hall is placed and from which all the operating expenditure is borne. In addition, donations, bequests and grants which are not restricted in use are included here.

	<b>Total £</b>
Fund brought forward	14,646
Add: Net operating Income for the year	3,255
At 31 March 2015	17,901

Fixed Asset Fund

This fund is made up of the tangible fixed assets of the Trust. It includes building improvements which are being depreciated and will belong to the Parochial Church Council at the end of the lease. It also includes items such as tables and chairs (described as Plant & Machinery) which belong to the Trust and are being depreciated.

	<b>Other Building Improvements £</b>	<b>Plant &amp; Machinery £</b>	<b>Total £</b>
Fund brought forward	25,701	3,030	28,731
Less: Asset Depreciation	(5,140)	(606)	(5,746)
At 31 March 2015	20,561	2,424	22,985

Fundraising Fund

This fund is made up of income raised from the fundraising activities of the Trust. It is set aside to pay for capital items and major projects, such as redecoration of the hall rather than to be used against general running expenses of the hall, however, it may be used in this way if considered necessary by the Trustees.

	<b>Total £</b>
Fund brought forward	17,533
Add: Net Income from Fundraising Activity	3,630
At 31 March 2015	21,163